

Approved For Release 2002/01/08 : CIA-RDP83T00573R000100120004-7  
SUMMARY OF FINDINGS BIBLIOGRAPHIC SERVICES (RECON)

5 Nov 79

#### COMPLETENESS

- RECON'S ON-LINE BIBLIOGRAPHIC REFERENCES EQUATE TO APPROXIMATELY 40% OF THE INTELLIGENCE SOURCE DOCUMENTS AND OPEN-SOURCE MATERIALS IN THE COMMUNITY'S OTHER MAJOR BIBLIOGRAPHIC SYSTEMS. RECON CONTAINS APPROXIMATELY 75% OF THE TOTAL OF NSA, NPIC, MILITARY (DIA & THE SERVICES), [REDACTED], AND CIA ORIGINATED DOCUMENTS. STATSPEC
- NO OTHER SYSTEM HAS RECON'S BREADTH AND DEPTH OF COVERAGE.

#### SECURITY

- RECON INDEXES DOCUMENTS CLASSIFIED FROM UNCLASSIFIED TO TOP SECRET SI/TK/G. NO OTHER SYSTEM HAS THIS RANGE OF CLASSIFIED DOCUMENTS ON-LINE.
- RECON PROVIDES THE CAPABILITY TO SEGMENT RESTRICTED MATERIAL (G, ORCON, ETC.) INTO FILES WHOSE ACCESS MAY BE CONTROLLED THROUGH SOFTWARE.
- BECAUSE RECON DOES NOT PROVIDE THE FULL TEXT OF A DOCUMENT, THE RISK OF PROVIDING ON-LINE, COMMUNITY-WIDE ACCESS TO THE SYSTEM IS REDUCED. (RECON PROVIDES BIBLIOGRAPHIC REFERENCES, INCLUDING EXTENDED TITLES, TO SOURCE DOCUMENTS).
- BECAUSE HIGHLY SENSITIVE COLLECTION MATERIAL RESIDES ON STORAGE DEVICES CURRENTLY SHARED WITH RECON, AN ELECTRONICALLY-ISOLATED HOST PROCESSOR WITH DEDICATED PERIPHERALS WILL BE REQUIRED TO PROVIDE BOTH CIA AND COMMUNITY ACCESS TO RECON.

#### ACCESSIBILITY

- DIRECT ON-LINE ACCESS TO RECON IS CURRENTLY RESTRICTED TO CIA ANALYSTS AT CIA, NPIC, AND NITC.
- DIRECT ON-LINE ACCESS TO RECON VIA COINS WILL PROVIDE COMMUNITY-WIDE ACCESS.

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#### FINDINGS (CONTINUED)

##### RELEVANCE

- RECON CONTAINS REFERENCES TO SOURCES ON TOPICS OF INTEREST TO ALL AGENCIES.
- RECON DOES NOT CONTAIN SEVERAL DATA ELEMENTS THAT ARE UNIQUE TO BIBLIOGRAPHIC SYSTEMS IN OTHER AGENCIES. THESE DATA ELEMENTS SUPPORT AGENCY UNIQUE FUNCTIONS SUCH AS DISSEMINATION AND SPECIAL REPORT PUBLICATION.
- THE LABOR-INTENSIVE CODING PROCESS USED BY RECON PREVENTS THAT SYSTEM FROM PROVIDING THE IN-DEPTH SEARCHING AND RETRIEVAL CAPABILITY THAT IS CURRENTLY AVAILABLE IN OTHER COMMUNITY FULL-TEXT BIBLIOGRAPHIC SYSTEMS.

##### CURRENCY

- ONCE RECEIVED, SOURCES ARE INDEXED AND PLACED INTO RECON AS FAST AS ANY OTHER BIBLIOGRAPHIC SYSTEM EXCEPT SOLIS.

##### TIMELINESS

- TIMELY RECON RESPONSE IS CURRENTLY RESTRICTED BY A SOFTWARE LIMITATION ON THE NUMBER OF SIMULTANEOUS USERS AND BY THE LIMITED NUMBER OF TERMINALS THAT HAVE ON-LINE ACCESS.
- THE PROPOSED ENHANCEMENTS FOR THE COMMUNITY RECON WOULD ALLOW A 400% INCREASE IN THE NUMBER OF SIMULTANEOUS USERS.

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SUMMARY OF FINDINGS  
AUTOMATED DOCUMENT STORAGE AND RETRIEVAL (ADSTAR)

- ADSTAR POTENTIALLY PROVIDES A SIGNIFICANT ADVANCEMENT IN AUTOMATED MICROFILM STORAGE AND RETRIEVAL OF DOCUMENTS.
- THE PROTOTYPE HARD/SOFT COPY DEVICE REQUIRES IMPROVEMENTS.
- HIGH-SPEED DIGITAL TRANSMISSION OF IMAGES IS POSSIBLE VIA WAWS AND HATS.
- THE DECISION ON COMMUNITY-WIDE USE OF ADSTAR SHOULD BE DELAYED PENDING FURTHER STUDY.

## CUNCLUSIONS

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- THE INTELLIGENCE COMMUNITY LACKS A LONG-RANGE PLAN FOR PROVIDING COMMUNITY-WIDE BIBLIOGRAPHIC REFERENCES AND DOCUMENT STORAGE AND RETRIEVAL SERVICES.
- A DISTRIBUTED INTELLIGENCE COMMUNITY BIBLIOGRAPHIC SYSTEM WOULD BE THE BEST METHOD FOR PROVIDING SUCH SERVICES.
- CIA'S PROPOSAL IS A REASONABLE BASIS FOR PROVIDING INTERIM COVERAGE UNTIL A BROADER SYSTEM CAN BE DEVELOPED. IN THE INTERIM RECON WILL PROVIDE A GREATER BREADTH AND DEPTH OF REFERENCES TO INTELLIGENCE SOURCES THAN ANY OTHER AUTOMATED REFERENCE AND WILL SERVE AS A TRANSITIONAL SUPPORT TOOL UNTIL COMMUNITY STANDARDS FOR THE DISTRIBUTED SYSTEM ARE DEVELOPED.
- CIA'S OFFER TO PROVIDE DIRECT ON-LINE RECON ACCESS VIA THE COINS NETWORK IS THE BEST CHOICE FOR INTERIM BIBLIOGRAPHIC SERVICES; HOWEVER, THE FOLLOWING SHORTCOMINGS IN THIS APPROACH SHOULD BE OVERCOME FOR AN EFFECTIVE INTERIM SYSTEM:
  - SUBSTANTIAL ACCESS RESTRICTIONS IMPOSED BY CIA FOR NON-CIA USERS
  - LACK OF TEXT SCAN ON TITLE FIELD
  - SPARSE CODING.
- CIA'S OFFER TO PROVIDE OFF-LINE ACCESS TO HARD COPY DOCUMENTS IN ITS ADSTAR SYSTEM IS THE BEST INTERIM CHOICE FOR DOCUMENT STORAGE AND RETRIEVAL.
- SOME LONG-TERM SAVINGS IN MANPOWER AND COMPUTING RESOURCES MAY BE POSSIBLE IF THE EXPANSION OF RECON BECOMES AN INITIAL STEP IN A COMMUNITY-WIDE EFFORT TO IMPROVE COMMUNITY BIBLIOGRAPHIC SUPPORT.

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## ESTIMATED COSTS FOR COMMUNITY RECON/ADSTAR USE

BIBLIOGRAPHIC SERVICE	CIA ESTIMATES		STUDY GROUP ESTIMATES	
	ONE-TIME	5-YEAR	ONE-TIME	5-YEAR
ON-LINE RECON BIBLIOGRAPHIC REFERENCES				
HARDWARE	\$3,375,000	--	\$2,619,020	--
SOFTWARE (DEVEL. & MAINT.)	750,000	\$500,000	\$305,000	\$500,000
PERSONNEL	--	\$2,900,000 (30)	--	\$1,000,000 (10)
COINS LINKAGE	--	--	\$545,000	--
OPERATING COSTS	--	\$600,000	--	\$600,000
BATCH MODE ADSTAR				
DOCUMENT RETRIEVAL				
HARDWARE	\$1,000,000	--	\$216,000	--
MAINTENANCE	--	\$750,000	--	--
PERSONNEL	--	\$425,000 (5)	--	\$425,000 (5)
SUBTOTAL	\$5,125,000	\$5,175,000	\$3,685,020	\$2,525,000
TOTAL PACKAGE Cost	\$10,300,000		\$6,210,020	

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#### RECOMMENDATIONS

- DEVELOP A LONG-RANGE COMMUNITY PLAN FOR A DISTRIBUTED BIBLIOGRAPHIC REFERENCE SYSTEM THAT INTEGRATES BIBLIOGRAPHIC SYSTEMS AT CIA, DIA, NSA, NPIC, AIR FORCE FTD, AND POSSIBLY STATE.
- ACCEPT CIA'S PROPOSAL TO PROVIDE LIMITED, DIRECT ON-LINE ACCESS THROUGH COINS TO THE RECON BIBLIOGRAPHIC DATA BASE BY INTELLIGENCE ANALYSTS THROUGHOUT THE COMMUNITY AS AN INTERIM STEP IN DEVELOPING THE DISTRIBUTED BIBLIOGRAPHIC SYSTEM.
- TAKE ACTION TO ALLOW TOTAL RECON ACCESS TO A LIMITED NUMBER OF PROPERLY CLEARED INFORMATION SPECIALISTS IN EACH AGENCY, WHO WILL PROVIDE BASIC REFERENCES TO SENSITIVE DOCUMENTS FOR THOSE ANALYSTS HAVING A NEED-TO-KNOW.
- CONDUCT FURTHER ANALYSIS TO DETERMINE HOW CIA'S ADSTAR SYSTEM MAY CONTRIBUTE TO COMMUNITY-WIDE DOCUMENT STORAGE AND RETRIEVAL.
- ENSURE THAT THE BIBLIOGRAPHIC INDEX SYSTEM BEING DEVELOPED AS PART OF THE SAFE PROJECT BECOMES AN INTEGRAL PART OF THE COMMUNITY BIBLIOGRAPHIC SYSTEM. THE INCORPORATION OF THIS SAFE BIBLIOGRAPHIC REFERENCE INTO THE COMMUNITY SYSTEM WOULD PROBABLY NOT OCCUR BEFORE THE SAFE FOC DATE.
- DEVELOP STORAGE AND RETRIEVAL STANDARDS FOR IMPLEMENTATION OF THE COMMUNITY-WIDE DISTRIBUTED BIBLIOGRAPHIC SYSTEM.

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## POLICY ISSUES SURFACED DURING STUDY

- MAJOR AUTOMATED SYSTEMS WERE IDENTIFIED THAT MIGHT SERVE AS THE FOCAL POINT FOR A DISTRIBUTED COMMUNITY BIBLIOGRAPHIC SYSTEM.
- ACCEPTANCE OF CIA PROPOSAL WAS SEEN AS THE INITIAL STEP TOWARD ACHIEVING ECONOMIES IN MANPOWER AND HARDWARE BY INCREASED SHARING OF AUTOMATED SYSTEMS WITHIN THE COMMUNITY.
- ACCEPTANCE OF CIA PROPOSAL WOULD REQUIRE MODIFIED SECURITY MEASURES TO MANAGE THE INCREASED ACCESS TO HIGHLY SENSITIVE MATERIAL.
- COINS ACCESS TO RECON WOULD PROVIDE A USEFUL TEST OF SOFTWARE/HARDWARE ISOLATION THAT CAN BE APPLIED TO FOLLOW-ON SYSTEMS SUCH AS SAFE.
- REVIEW OF BIBLIOGRAPHIC SYSTEMS REVEALED DESIRABILITY OF ADOPTING ENGLISH-LIKE INDEXING IN FUTURE COMMUNITY-WIDE SYSTEMS.
- INTEREST IN POSSIBILITY OF USING ADS TO PROVIDE STATE PRODUCTS TO THE INTELLIGENCE COMMUNITY WAS BROADENED.
- A NEED FOR POLICY REVIEW OF TRENDS AND PROCEDURES RELATING TO ORCON PRODUCTS WAS IDENTIFIED.

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STATINTL [REDACTED]

## GOAL AND SUPPORTING OBJECTIVES FOR COMMUNITY BIBLIOGRAPHIC DATA BASE(S) AND DOCUMENT STORAGE AND RETRIEVAL FOR THE 1980s

GOAL: To maximize the availability of intelligence sources and minimize unwarranted duplication of effort by using advanced technology to provide comprehensive automated bibliographic references and corresponding source documents to properly cleared intelligence analysts.

### SUPPORTING OBJECTIVES:

1. Each agency initially will make available its bibliographic references to all but the most highly sensitive documents produced by that agency. Access will be provided by a common communications link, but initially will be restricted to a limited number of users in the central reference facilities who are cleared for the highest level of material contained in the community's bibliographic data base(s).
2. Access to the full text of documents will initially be controlled manually by the originating agencies based on a strict criterion of need-to-know. This access function will evolve into an automated process that controls access to the full text of documents via hardware/software controls.
3. The community bibliographic data base(s) will provide full text storage and retrieval of electrically transmitted documents and the full text of abstracts or extracts of larger documents that cannot be transmitted electrically.
4. Automated micrographic storage and retrieval system(s) will be used to provide timely access to current intelligence documents that cannot be stored in full text and to historical electrically transmitted documents that are no longer retained on-line in full text.
5. Queries to the community's bibliographic reference data base(s) will use English-like text instead of the current numerical coding schemes.
6. The community's bibliographic data base(s) will be accessible using one standard on-line retrieval language. This may require the limited use of a computer language translation facility.

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- 7. Data reduction processes will make use of the full text capture of electrically transmitted messages, abstracts or extracts produced by word processing equipment, or entire documents or abstracts that can be scanned by optical character readers(OCR) to reduce the labor-intensive tasks currently required to maintain the bibliographic data base(s).
- 8. Originators will provide partial(content) standardized coding of their intelligence documents so that initial dissemination of these sources can be achieved in a timely manner. These originator developed codes will be enhanced by automated and manual processes and be included in the community's bibliographic data base(s).
- 9. Professional information scientists will maintain an automated thesaurus to ensure user standardization and awareness of terms used throughout the community's bibliographic data base(s). Equivalent terms will automatically be related by the system during retrieval. This process will be in a form that will be transparent to the user.

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**RECEIPT FOR CLASSIFIED MATERIAL**

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FROM:

LOG NO. 118-9

Date

Transmitted: 11/6/79

TO: Headquarters  
Central Intelligence Agency  
Washington, D.C. 20505

Post Office Registry or  
Certification No.

For: Mr. Bruce Johnson, Room 2D00

Hand Carried  
by:

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Reference or Contract No.

MATERIAL FORWARDED

Quantity	Report Number	Copy No.	<u>UNCLASSIFIED</u> Title	Classification
One	118-9	02	Bibliographic Study Issue Paper and Contractor's Preliminary Report (U) and nothing else	SECRET
One	59-9	02	Exclusions from Community Recon (U)	CONF.
One	114-9	32	CIA Defined Exclusions from Community Recon (U) (one page extract only)	CONF.
			----- and nothing else -----	

**RECIPIENT:** The enclosed receipt must be processed by authorized personnel within the Document Control Center of your agency/company (ISM para. 17k(1)).

CERTIFICATION: I have personally received from the sender the material, including enclosures and attachments, identified above. I assume full responsibility for the safe handling, storage and transmittal elsewhere of this material in full accordance with existing regulations.

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STATIN

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## ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Goal

File # 140  
RECON

FROM:

D/ODP/RDA

STATINTL 2-D-30 MSG.

EXTENSION

NO.

DATE

6 November 1979

TO: (Officer designation, room number, and building)

DATE

OFFICER'S INITIALS

COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)

1.

D/OCR FX-4

RECEIVED

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Harry:

On 6 Nov. [REDACTED] brought me the attached revisions of his findings, recommendations, and issues. These supersede the summaries which were attached to my Memo for the Record covering the 2 Nov. IHC/ADP Subcommittee meeting. I decided to provide you with both versions in the interest of having a complete record of [REDACTED] efforts. The newest version reflects [REDACTED] attempt to incorporate points made by [REDACTED], [REDACTED] and me during the 2 Nov. meeting. Also attached is a copy of a paper prepared by [REDACTED] outlining a Community goal & supporting objectives for a bibliographic system for the 80's. This latter document has no current standing and was provided for my information only. *Thought you'd be interested - FYI.* STATINTL

Bruce T. Johnson  
D/ODP

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